

SECTION A

SERVICING CIVILIAN PERSONNEL OFFICE: Check for accuracy. If this item is blank or incorrect, please enter the appropriate organizational name and location. You need not complete or correct this item unless you are certain of the name and location of the Civilian Personnel Office that maintains your official records. If you wish you may enter the four digit Submitting Office Number found in Item 39.K. of your most recent SF50.

LINE 4

CAREER ENTRANCE: Enter here the requested information pertaining to entrance into your *first* civilian job in the DoD intelligence community.

1. *Source.* Enter the appropriate code from the table below. If your response is "other" please write in the source.

SOURCE	CODE
High School	A
College	B
Military Service	C
Other Career Field in DoD	D
Federal Agency Outside DoD	E
Non-Federal Job	F
Other	O

2. *Age.* Enter here your age at the time you first entered a civilian job in the DoD intelligence community.
3. *Grade:* Enter here the grade of your first civilian job in the DoD intelligence community. Please do not hyphenate or space between pay plan and grade.

SECURITY CLEARANCE/ACCESS LEVEL Using the table below, enter the appropriate code for the highest security clearance/access you presently hold.

LEVEL	CODE
None	1
CONFIDENTIAL	2
SECRET	3
TOP SECRET	4
SI	5
SAO	6

MILITARY CATEGORY

1. *Veterans Preference.* Check for correctness. If this item is blank or incorrect, please enter the appropriate code from the table below. Be sure this information agrees with Item 5 of your most recent SF50.

PREFERENCE	CODE
None	1
5-Point	2
10-Point Disability	3
10-Point Compensated	4
10-Point Other	5
10-Point 30/Compensated	6

2. *Reserve/National Guard Status.* Please enter the code which depicts your present status in either the Reserve or National Guard.

STATUS	CODE
Ready Reserve	R
Standby Reserve	S
National Guard	G
None	N

SECTION A

RETIRED MILITARY This item is applicable only to those personnel who have retired from military service, whether from active duty, reserve duty, or disability. Please check this data for accuracy. If blank, incomplete, or incorrect, please enter the appropriate codes from the following tables. Complete all segments of this item.

1. *Uniform Service Designation:*

SERVICE	CODE
Air Force	F
Army	A
Coast Guard	P
Environmental Sciences Services Administration	E
Marine Corps	M
Navy	N
Public Health Service	H

2. *Military Grade at Retirement:*

OFFICER: Enter grade 01 through 09
 WARRANT: Enter grade W1 through W4
 ENLISTED: Enter grade E1 through E9

3. *Uniformed Service Component:*

COMPONENT	CODE
Regular	1
Reserve	2
National Guard	3
National Guard, In Service of the U.S. (retiring directly from N.G. active duty)	4
Without Component	5

4. *Retirement Date:* Enter here the date of retirement from the military. Please put in year, month, day order using six numbers.

5. *Retirement from Active Duty:* If you retired from active service of at least 20 years, please enter a "Y" for this item. If you retired with less than 20 years of active service (such as from a non-active reserve status, or due to a disability) please enter an "N."

6. *Combat Disability:* If your retirement was a result of a combat disability, with or without 20 years of service, please enter a "Y." If your retirement was not based on combat disability, please enter an "N."

RETIRED MILITARY					
SERVICE	GRADE	COMPONENT	RET'D DATE	ACTIVE	DISAB
N	05	1	791225	Y	N

SUPERVISION: This item pertains to supervisory experience, and is to be completed *only* by employees who have been or are currently supervisors.

1. *Supervisory Level.* Enter the appropriate code from the table below for the highest level employee you have supervised. These levels are described in terms of federal or military positions; equivalents for experience in private enterprise may be made on the basis of salary.

LEVEL	EXPLANATION	CODE
Executive	SES, GM/GS/GG-16,07, Public Law, and above, or equivalent	5
Senior	GM/GS/GG-13 through 15, 05/6, or equivalent	4
Journeyman	GS/GG-11 and 12 professional employees, E-8/9, 01 through 04, or equivalent	3
Entry-Level Professional	GS/GG-5/7/9 professional employees, E-4 through 2 E-7, or equivalent	2
Clerical/Wage	All clerical, wage, and administrative employees in nonprofessional positions	1

2. *Years of Supervisory Experience.* Enter here your total years of all levels of supervisory experience.
3. *Recency/Currency of Supervision:* If you are *currently* in a supervisory position (as designated on your most recent SF50) enter the code “1.” If you were previously a supervisor, enter the most recent year (using two digits) that you held a supervisory position.

SUPERVISION		
LEVEL	YEARS	CURRENCY
4	03	1

LINE 5

EMPLOYEE’S MAILING ADDRESS The mailing address is used to forward letters of availability and interest to candidates who are nominated for selection for positions through DISCAS referral and to mail the Feedback copies of the DD Form 1932. Enter in this block the address where you receive your mail most expeditiously. Employees overseas are cautioned not to use stateside addresses; rather that they use the most current overseas address which would result in the most expeditious delivery of a letter of interest and availability for referral. Use correct U.S. Postal Service abbreviations for state, and be sure to enter the zip code. Additionally, if you change addresses, notification of the new address should be forwarded to: Defense Intelligence Agency, ATTN: OT-1, Washington, DC 20340-5200 at the earliest convenience to keep this data field current.

II. WORK EXPERIENCE

This section is a very important part of the DISCAS. The purpose of this section is to describe your past and present work experience through the use of the abbreviations found in parts 1 through 4 of this chapter. As with any basic employment document, it is your individual responsibility to accurately portray your work experience in a manner which is beneficial to your own career. Although this system enables an individual to describe total background and employment experience, the thrust of the skills inventory is reflective of the scope and nature of work performed within the general intelligence community. Justification for use of skill abbreviations will be accomplished on the supplemental narrative document, DD Form 1932– 1. (On the narrative form you may describe work experience in greater detail, and indicate where and how your skills were utilized.) The entries in this section highlight the skills you have acquired during your work history. This information will be used in DISCAS operations as primary screening factors for a variety of career purposes (i.e., referral for promotion, reassignment, etc.). Work experience need not be thought of in terms of unique and specific position titles; instead it should be reflected in terms of skills demonstrated in a job (or during a career). Recency and length of experience are added as a related dimension in describing skills.

SECTION A

Your work experience *may be indicated* in terms of *Functional Areas, Occupational Specialties, and Political/Geographic Areas. Foreign Language and Proficiency* are also grouped into the background experience category. Follow the specific instructions of each Part listed below. If you find it difficult to describe your background adequately, please consult your Local ICDP Advisor, your servicing Civilian Personnel Office, or the DoD ICDP Office, DIA.

PART 1

FUNCTIONAL AREAS: An examination of the missions and activities within the ICDP community reveals that the conduct of intelligence contains many functional areas, some of which are intelligence based, and others, while found in intelligence activities, are not intelligence in nature. These functional areas are broad categories of work activity within which individuals perform or demonstrate occupational specialties. Functional areas, definitions and appropriate abbreviations, are found in part 1 of this chapter. Enter the exact abbreviation of the functional area in which you have at least *1 full year* of work experience. You may list up to six functional areas. If you have had experience in more than six, list those that are most significant in terms of your career and personal desires. Please remember that functional areas could transcend specific positions you have held; or, a specific position may have incorporated several functional areas. There is no significance to the order in which you list your functional areas.

	<u>FUNCTIONAL AREAS</u>
	EST
	PLAN PROG
	CURR INTEL
	MIL CAP
	R & D
	BASIC INTEL

PART 2

OCCUPATIONAL SPECIALTIES: Occupational specialties are specific identifiers of the content of work assignments. They are designed to be used singularly or in combinations to describe work experience. Occupational specialties, definitions, and appropriate abbreviations are found in part 2 of this chapter. Enter the appropriate abbreviations of the occupational specialties in which you have at least *1 full year* of work experience. You may list up to 12 occupational specialties. If you have experience in more than 12, list the most significant or recent in terms of your career. There is no **significance** attached to the order in which you list occupational specialties. If a background experience is not exactly reflected in a definition of an occupational specialty, please select and list the one which most *nearly describes it*. Many positions may require performance in more than one occupational specialty at a time; you may list the component specialties of a position, provided the “whole year” rule of experience is judiciously applied.

YEARS OF EXPERIENCE: For each occupational specialty you list, you must indicate under “Years of Experience” the number of full years of work experience you have had in that particular specialty. Enter the years of experience in two digits, (e.g., if you have 5 years of experience in a particular specialty, enter 05 in the Years column opposite the specialty listing). As noted above, you may *apportion* multi-faceted work experience into contributing specialties, but in so doing may only claim the years of experience for any specialty in proportion to the time you spent performing that specialty as part of your overall job. For example, if you performed in a position for 3 years and two-thirds of your time was in “Order of Battle, Air,” and one-third was

in "Order of Battle, Air," and one-third was in "Doctrine, Tactics and Training (Air Force)," your entries should show OB-AIR 02 years and TACTICS-AIR 01 years. If you have only 1 year of total work experience but have performed the duties described in several occupational specialties, you must indicate the single most important specialty; you may not take credit for each specialty performed as your years of experience would exceed your total years of work experience. *The total of the years of experience cannot exceed the total years of your work experience.* For example, if you worked 5 years in a job and performed three different occupational specialties during that time, you could properly list the three specialties; but the total years of experience of the specialties when added together should not exceed 5 years.

RECENCY OF EXPERIENCE: If you are currently working in a specialty, leave the recency year *blank* for this specialty. If you are not currently working in the specialty indicate the last calendar year using two numbers in which you worked in the specialty.

EXAMPLE: This shows properly completed entries for Occupational Specialties, Years of Experience, and Recency Years. In this example, the employee shows a total of 10 years of experience with five different occupational specialties.

<u>OCCUPATIONAL SPECIALTIES</u>	<u>YEARS OF EXPERIENCE</u>	<u>RECENCY YEARS</u>
PLNG/PROG MGMT/ANAL	03	
INTEL MGMT-PRODN CONT	02	
TACTICS-GEN	01	
CC & C	02	
ELECTRON WAR	02	83

*NOTE Occupational specialties can be used to reflect work experiences that demanded the application of a number of skills, or they can be used to show a concentration of a particular skill. For example, an employee who has spent 10 years in intelligence research, specializing in transportation and logistics may choose to reflect his/her background:

WORK EXPERIENCE		
<u>OCCUPATIONAL SPECIALTIES</u>	<u>YEARS OF EXPERIENCE</u>	<u>RECENCY YEARS</u>
TRANSP-GEN	05	
LOG-GEN	05	

The same employee may decide that, although he/she has had general transportation experience, he/she has had periods of concentration in specialized areas within the transportation discipline; the same for logistics.

SECTION A

The background may be reflected:

<u>OCCUPATIONAL SPECIALTIES</u>	<u>YEARS OF EXPERIENCE</u>	<u>REGENCY YEARS</u>
TRANSP-GEN	03	
TRANSP-HWY	01	
TRANSP-RAIL	01	
LOG-GEN	03	
LOG-GRND	02	

In either case, the employee’s background is accurately reflected; one allows for an indication of concentration, the other for diversity.

PART 3

POLITICAL-GEOGRAPHIC AREAS Political-geographic areas are found listed in part 3 of this chapter. Enter the appropriate abbreviation of the political-geographic areas in which you have at least *1 full year* of work experience. You may have up to six entries; if you have more than six, list the most significant or recent in terms of your own experience. There is no significance to the order in which you list your political-geographic areas.

	• - - - - -	
	<u>POLITICAL GEOGRAPHIC AREAS</u>	
	USSR	
	EAST EUR COM	
	PRC	
	WEST EUR	
	FAR EAST	

PART 4

LANGUAGES AND PROFICIENCY LEVELS Languages and language proficiency levels are found in part 4 of this chapter. Enter the full spelling of that language; opposite each language enter the year and month you were last tested in the language using two digits for each, e.g., 8503; and the code indicating the degree of proficiency you have in that language. You may enter up to six languages; if you have proficiency in more than six, enter those in which you have the greatest proficiency. There is no significance attached to the order in which you list the languages.

<u>LANGUAGE</u>	<u>SPEAK</u>	<u>READ</u>	<u>COMP</u>	<u>ORAL WRITE</u>	<u>DATE TESTED</u>
RUSSIAN	1	2	1	1	8503
FRENCH	2	2	2	2	8710
GERMAN	4	4	4	4	8602

III. FORMAL EDUCATION

Enter the dates of attendance, hours earned, degrees received, grade point average earned, honors, the major and minor subject studied, and the name and state of the college or university attended. There should be *one entry for each degree* beyond high school (only one line should be used to reflect all work leading to any given college degree). Do not enter individual course, class or war college (or war college level) experiences. List only degrees, or programs intended to lead toward a degree, of 15 semester hours (20 quarter hours) or more. A maximum of five entries may be made in this section. NOTE: Honorary degrees will be listed under AWARDS AND RECOGNITION, paragraph VII, rather than Formal Education as an earned degree.

1. FROM Enter the year and month, using four digits, in which formal study began.
2. TO: Enter the year and month, using four digits, in which the study was completed. If you are presently enrolled, leave this item blank.
3. HOURS Enter the total number of hours earned followed by S (for Semester hours) or Q (for Quarter hours); for example, 120S represents 120 Semester hours.
4. DEGREE: Enter the appropriate code from part 5 (listing of levels of civilian education) to represent the level of education attained for each instance of formal education.
5. **GRADE POINT:** Enter your overall grade point average for each instance of formal education by using two digits. This item is based on a 4.0 academic grading system and all entries must be based on the 4.0 base. If you attended an institution not utilizing the 4.0 system, you must compute your overall grade point average to that base before entering it in this item.
6. HONORS Denote each instance of formal education in which you graduated with academic honors by entering a "Y" for yes. If no honors, leave blank.
7. **ACADEMIC MAJOR AND ACADEMIC MINOR.** Academic Study Fields and acceptable abbreviations are found in part 6 of this chapter which contains the complete listings of all permissible entries for describing academic major and minor subject areas. The abbreviations may be used for either major or minor fields and, for those that are not self-explanatory, definitions may be found in the OCCUPATIONAL SPECIALTIES tables (part 2). NOTE: For Foreign Language and Literature Study Fields, you may also refer to the List of Languages at part 4 and use appropriate codes.
8. **NAME OF EDUCATIONAL INSTITUTION** Abbreviating when necessary, enter the name of the school, college or university.
9. **LOCATION OF INSTITUTION** Enter location, city and state, of the school, college or university.

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FORMAL EDUCATION								
	FROM	TO	HOURS	DEGREE	GRADE POINT	HON-ORS	ACADEMIC MAJOR	ACADEMIC MINOR
	7s09	8005	30S	17	3.6		MGMT SCI	INFO SCI
	5s06	6206	124S	13	2.8		FRGN AFFRS/INTNATL REL	FRGN AREA STUD-WEST EUR

INSTITUTION NAME	LOCATION
GEORGE WASHINGTON UNIV.	WASHINGTON, DC
GEORGETOWN UNIV.	WASHINGTON, DC

FORMAL EDUCATION–INPUT FORMAT. This format may be used if at least 15 semester hours (20 quarter hours) or more have been completed. Please forward the completed form to DIA, A’IT’N: OT-1. You will also have the opportunity to annually update your entire Employee **Qualification** Record (DD Form 1932). In some cases formal education can be used as one of several criteria for retrieval and referral of candidates for positions in the civilian general intelligence community, Therefore, a current reflection of your formal education activity and accomplishment could be important to your referral opportunities.

Figure 4-3

FORMAL EDUCATION																													
NAME of TRAINEE																								GRADE			OFFICE SYMBOL		
COMPONENT/COMMAND IDENTIFICATION																													
CARD TYPE		SOC SEC NO										FROM DATE				TO DATE				HOURS				DE-GREE		GRADE POINT		HON-ORS	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
ACADEMIC MAJOR																													
29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	DISCAS USE ONLY						
ACADEMIC MAJOR																													
29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	DISCAS USE ONLY						
INSTITUTION NAME																													
LOCATION																													
SIGNATURE															DATE														

(DIA FORM 494-2 (9-76)) (Extract of Education Block)

IV. SPECIAL SKILLS AND ACHIEVEMENTS

TYPING AND SHORTHAND: From time to time unique situations arise in the intelligence community that require professional personnel to have capabilities in typing and/or stenographic skills. To help meet these requirements, please enter here words per minute speed, and the year in which you last utilized the skill. If you currently use the skill, leave year blank.

TYPING		SHORTHAND	
WPM	YEAR	WPM	YEAR
45	75	95	74

PROFICIENCY IN MACHINES AND EQUIPMENT: In this block, you may enter a maximum of three of your most important proficiencies in machine or equipment use, or enter the kind of license or certificate you hold for the operation of such equipment. *Eighteen can operate a Stereoscope, are rated as an Amateur Technician on the Federal*

Communications Commission scale, and are licensed to fly a fixed wing aircraft, your entry for this section could be as shown in the example below:

SPECIAL SKILLS AND ACHIEVEMENTS

PROFICIENCY IN MACHINES/EQUIPMENT: KIND OF LICENSE OR CERTIFICATE		
(Specify)	(Specify)	(Specify)
STEREOSCOPE	FIXED WING PILOT	FCC TECH RATING

PROFESSIONAL/HONORARY ORGANIZATIONS: If you hold *present* membership in a professional society or organization associated with your professional field, you may list up to four such organizations in this block. Do not list previous membership in professional societies nor any organizations not having an association with your profession, such as religious or charitable organizations. You may also list honorary or academic organizations to which election to membership extends the rights and privileges of the honorary to the holder, or to which election to membership normally constitutes life-time affiliation.

Twenty-four character positions are allotted for each organization; use abbreviations, but avoid initials. Do not include assignments to committees. Also select, from the table below, the code which describes your membership.

MEMBERSHIP	CODE
Member	1
Officer	2
Fellow	3
Associate	4

PROFESSIONAL/HONORARY ORGANIZATIONS	
NAME OF ORGANIZATION	MEMBERSHIP
AM ASSN OF GEOGRAPHERS	2
AM MGMT ASSN	1
PHI BETA KAPPA	4

PUBLICATIONS In this item, you may list not more than four of your most important or most recent publications. Enter the last two digits of the year of publication. Also enter the appropriate codes describing authorship and type of publication from the table below. *Forty* characters are allotted for the publication title. Abbreviate when necessary, omitting colons, periods, quotation marks and commas. An academic thesis should be listed only if it is published.

(NOTE: In completing this item, use these guidelines: a) Use titles of articles only. b) Do not describe the particulars or substance of the article. c) If the article title itself is classified, you may identify your article by citing the title of the publication, date of publication, and volume and/or page numbers).

AUTHORSHIP	CODE	PUBLICATION TYPE	CODE
Sole or principal	1	Professional Book or Journal	1
Co or Junior Author	2	Newspaper or magazine	2
Editor	3	Government publication (Not in-house)	3
Contributor (contributes a segment of the total publication)	4	In-house (Those publications primarily for internal DoD consumption)	4

v . COMPOSITE RECORD OF TRAINING

In this section you may enter up to *15 separate training experiences* that are not included under formal education in Section III. *Do not* report any training, conferences, workshops, or seminars of less than 16-class-hours. *Only enter those training programs or courses that are career related, and only those which have been completed.* Particular care should be taken to enter those training experiences listed as “Mandatory” or “Desired” in chapter 6 of this Manual. Care should also be taken to enter training related to intelligence, military science and technology, and technical disciplines.

FROM: In the “From” column enter the year, month (and day, if known) in which the training began.

TO: Enter the year, month (and day, if known) in which the training ended.

CLASS-HOURS: Enter the number of hours actually spent in the classroom or in a training exercise. Enter *actual hours*, not credit hours.

CORRESPONDENCE: If the course was a correspondence course, place an “X” in the column marked “CORS,” and leave the “Class-Hours” column blank.

COURSE TITLE OR SUBJECT OF **TRAINING** Enter the course title of training using abbreviations when necessary; 24 character maximum.

NAME OF TRAINING FACILITY: Enter the name of the school, college, university, facility, or organization where the training was taken. If the course or program was sponsored by one of the armed services, simply name the service. Use abbreviations when necessary; 25 character maximum.

LOCATION OF TRAINING INSTITUTION Enter the city and state where the course was taken. The name of the fort, post, or base may be used, along with the state, when the training was given by one of the services. Use abbreviations when necessary; 16 character maximum.

COMPOSITE RECORD OF TRAINING					
FROM	TO	CLASS HOURS	COR- RESP		COURSE TITLE
8710	8710	80	x		JOINT INTELLIGENCE MGMT COURSE
8409	8409	80			JOINT INTELLIGENCE COURSE
8309	8312	480			DEFENSE SENSOR INTERP
8210	8211	80			SE ASIAN AREA STUDIES
8111	8112	200			JOINT STRATEGIC INTEL ORIENTATION
8004	8005				ECONOMICS OF NATIONAL SECURITY
7809	7801	40			INTRODUCTION TO ADPS
7608	7610	280			BASIC PHOTO INTERPRETATION
7603	7604	160			AMPHIBIOUS TRAINING

INSTITUTION NAME	LOCATION
DEFENSE INTEL COLLEGE	WASHINGTON DC
DEFENSE INTEL COLLEGE	WASHINGTON DC
US AIR FORCE	OFFUTT AFB NB
FOREIGN SERV INST	ARLINGTON VA
DEFENSE INTEL COLLEGE	WASHINGTON DC
ICAF	WASHINGTON DC
AMERICAN UNIVERSTIY	WASHINGTON DC
US AIR FORCE	LOWRY AFB CO
US NAVY	LITTLE CREEK VA

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COMPOSITE RECORD OF TRAINING-INPUT FORMAT: This format may be used to update the Composite Record of Training portion of your Employee Qualification Record (DD Form 1932) if any training course, conferences, workshops, or seminars of *16 class-hours or more* have been completed. You may also use this format to record any formal education courses you have completed, up to 15 semester hours (20 quarter hours), that are not reflected in the Formal Education portion of your DD Form 1932. You will also be given the opportunity to update annually the entire DD Form 1932 should you choose not to use this reproducible periodic update format. Please forward your completed format to DIA, AITN: OT-1, through your Civilian Personnel Office and/or Training Office.

Figure 4-4

[illegible]

(DIA FORM 494-2(9-76)) (Extract of Training block)

VI. INDIVIDUAL DEVELOPMENT PLAN (IDP)

Information in this section is provided to DISCAS through servicing Civilian Personnel Offices in DD Form 1917. Do not change, correct, or enter data in this section. If you notice incorrect data, please notify your servicing Civilian Personnel Office.

VII. GEOGRAPHIC MOBILITY REFERRAL OPTION

In this section you have the option of indicating specific geographical areas for which you **DO NOT** want to be referred. Leaving the spaces blank will specify referral for all geographic areas. If the option "No Referral" is marked, you will not be referred for any positions through the DISCAS, regardless of geographic location. This block can be updated at any time.

NO REFERRAL (No consideration for ANY DISCAS referrals)
 NO WASH DC AREA (Approximately 50 mile radius of Wash DC)
 NO CONUS EAST (Area east of the Mississippi)
 NO CONUS WEST (Area West of the Mississippi)
 NO PACIFIC (includes Hawaii, Alaska, and the Far East)
 NO PANAMA AREA
 NO EUROPE AREA

VIII. AWARDS AND RECOGNITION

LAST OFFICIAL PERFORMANCE RATING Enter your last official performance rating using one of the codes listed below, e.g., A2, which are consistent with each DoD component's rating system. Also enter the year and month of the performance rating using two digits for each, e.g., 8706.

ARMY	A1 Exceptional	DIA	D1 Outstanding
PERSONNEL:	A2 Highly Successful	Personnel:	D2 Exceeds Fully Successful/ Superior
	A3 Fully Successful		D3 Fully Successful/ Satisfactory
	A4 Minimally Satisfactory/ Marginal		D4 Minimally Satisfactory
	A5 Unsatisfactory		D5 Unsatisfactory
NAVY	N1 Outstanding	LOC	L1 outstanding
PERSONNEL:	N2 Superior/Highly Satisfactory	PERSONNEL:	L2 Excellent
	N3 Fully Successful/ Satisfactory	(FRD)	L3 Satisfactory
	N4 Marginal		L4 Unsatisfactory
	N5 Unsatisfactory	OSD	01 Outstanding/SES Fully Successful
	F1 Superior	PERSONNEL:	02 Exceptional
AF	F2 Excellent		03 Fully Successful
PERSONNEL:	F3 Fully Successful		04 Minimally Satisfactory
	F4 Minimally Acceptable		05 Unsatisfactory
	F5 Unacceptable		

LAST OFFICIAL PERFORMANCE RATING A2, 8706

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PRESIDENT'S AWARD FOR DISTINGUISHED SERVICE:

No.—Enter the total of these awards that you have received.

Date—Enter the year and month using four digits, of the most recent of these awards.

Example: One award in March 1986.

PRESIDENTIAL	
NO	DATE
1	8603

DOD DISTINGUISHED SERVICE AWARD:

No.—Enter the total number of these awards that you have received.

Date—Enter the year and month using four digits, of the most recent of these awards.

Example: Two awards, the last in September 1985.

DEPT OF DEF	
NO	DATE
2	8509

OUTSTANDING PERFORMANCE RATING:

No.—Enter the total number of written awards you have received for the *highest rating* available in your Component's official performance rating system (i.e., Air Force: Superior, Army: Exceptional; DIA: Outstanding; FRD: **Outstanding**; Navy: Outstanding). Be sure that you count only those performance ratings which have been completely certified; do not list a "recommended" rating which has not been fully approved or for which no award was issued.

Date—Enter the year and month using four digits, of the three most recent of these awards.

OUTSTANDING PERFORMANCE RATING			
NO	DATE	DATE	DATE
6	8707	8607	8507

SUSTAINED SUPERIOR PERFORMANCE AWARDS:

No.—Enter the total number of these awards that you have received.

Date—Enter the year and month using four digits, of the *two* most recent of these awards.

SUSTAINED SUPERIOR PERFORMANCE			
NO	DATE	DATE	
1	8508		

SPECIAL ACT OR SERVICE AWARD: List the total number, most recent award date in the manner previously indicated in these instructions.

SPECIAL ACT		
NO	DATE	
1	8405	

CERTIFICATE OF ACHIEVEMENT: List the total number and dates of the *two* most recent of these awards in the manner previously indicated.

CERT. OF ACHIEVEMENT		
NO	DATE	DATE
2	8601	8210

LETTERS OF APPRECIATION/COMMENDATION: List the total number and the dates of the *three* most recent of these letters in the manner previously indicated.

LTRS OF APPRECIATION/COMMENDATION			
NO	DATE	DATE	DATE
7	8507	8307	8305

QUALITY ~~SALARY~~ INCREASE: List the total number and dates of the *two* most recent of these awards.

QUALITY PAY INCREASE		
NO	DATE	DATE
2	8703	8409

SUGGESTION AWARDS: List the total number of suggestion awards received and the date of your most recent award.

SUGGESTIONS			
NO	DATE	DATE	DATE
1	8505		

OTHER AWARDS You may list a maximum of six Government awards not previously stated, or any military or civilian award or commendation of major importance, including Honorary degrees awarded by academic institutions. Fourteen characters are allotted for each entry; abbreviate where necessary.

OTHER AWARDS		
SPECIFY	SPECIFY	SPECIFY
SILVER STAR	DRS MEDAL DIA	

IX. CONSIDERATION RECORD FOR VACANCIES

The entries in this section reflect the final consideration received for promotion or reassignment under the ICDP. **This** section is designed to keep you informed of the grades, offices, and position titles of each vacancy for which you received final consideration (see chapter 1, paragraph X.A.1.h.). It is not an accounting of computerized retrieval and referral; it is data supplied to the DoD ICDP Office by CPOS showing incidents of final merit selection considerations by appropriate authority. Only occasions in which your name appeared on a merit selection certificate and your qualifications placed before a manager or career panel are reported. All judgments and decisions as to which employees referred are best qualified and which receive final consideration rest with Civilian Officers, career panels, and agency managers. This section will show you the 12 most recent occasions when your qualifications were so examined. If you notice incorrect data in this section, please contact your servicing Civilian Personnel Officer, Local ICDP Advisor, or ICDP staff, DIA. The information listed in this section does not appear on DISCAS referrals. It is provided only to the registrants on their copy of the DD Form 1932.

FUNCTIONAL AREAS

TITLES	ABBREVIATIONS	DEFINITION PAGE #
ADMINISTRATION & SUPPORT	ADM & SUPRT	4-28
ATTACHE ACTIVITIES	ATTACHE	4 2 8
BASIC INTELLIGENCE PRODUCTION	BASIC INTEL	4-28
COLLECTIONS	COLLECTIONS	4-28
COUNTERINTELLIGENCE	CNTR INTEL	4-28
CURRENT INTELLIGENCE & INDICATIONS	CURR INTEL	4-28
DISSEMINATION	DISSEM	4-28
ESTIMATES	EST	4-28
INTELLIGENCE DATA HANDLING SYSTEMS	IDHS	4-28
INTELLIGENCE EDUCATION	INTEL EDUC	4-28
LOW INTENSITY CONFLICT	LIC	4-29
MAPPING, CHARTING & GEODESY	MAP CHRTG	4-29
MEDICAL INTELLIGENCE	MEDINT	4-29
MILITARY CAPABILITIES	MIL CAP	4-29
NATIONAL FOREIGN INTELLIGENCE BOARD	NFIB	4 2 9
PHYSICAL VULNERABILITY STUDY	PHYS VUL STUD	4-29
PLANS & PROGRAMS	PLAN PROG	4-29
PROCESSING	PROCSNG	4-29
PRODUCTION PLANNING & MANAGEMENT	PRODN PLNG	4-29
PRODUCTION SUPPORT & PHOTOGRAPHIC SERVICES	PRODN SUPRT	4-30
RECONNAISSANCE & SURVEILLANCE	RECON	4-30
RESEARCH & DEVELOPMENT	R & D	4-30
SCIENCE & TECHNOLOGY	SCI & TECH	4-30
SECURITY COUNTERMEASURES	SECURITY	4-30
SYSTEMS SCIENCE	SYS SCI	4-30 ‘
TARGET INTELLIGENCE	TARG INTEL	4-30
TRANSPORTATION & LOGISTICS	TRANSP LOG	4-30